

DEPARTMENT OF CHILDREN
AND FAMILIES
Secretary Eloise Anderson
201 East Washington Avenue, Room G200
P.O. Box 8916
Madison, WI 53708-8916
Telephone: 608-266-8684
Fax: 608-261-6972
www.dcf.wisconsin.gov



State of Wisconsin
Governor Scott Walker



TO: **W-2 Agencies
Training Staff**

FROM: Margaret McMahon, Director
Bureau of Working Families
Division of Family and Economic Security
Department of Children and Families

BWF OPERATIONS MEMO

No: 16-05

DATE: 02/11/2016

W-2	<input checked="" type="checkbox"/>	EA	<input checked="" type="checkbox"/>	CF	<input type="checkbox"/>
JAL	<input type="checkbox"/>	RAP	<input type="checkbox"/>	Other EP	<input type="checkbox"/> *

SUBJECT: *Wisconsin Works (W-2) Contractor Payment Structure for 2016 W-2 and Related Programs Contracts*

CROSS REFERENCE: Operations Memo 15-08, ["W-2 Contractor Payment Structure 2013-2016 Contracts"](#)

Operations Memo 15-11, ["Performance Outcome Payments \(POP\) Claim Denial Appeal Procedures"](#)

EFFECTIVE DATE: JANUARY 1, 2016

PURPOSE

The purpose of this memo is to provide a summary of the changes that have been made to the Wisconsin Works (W-2) Contractor Payment Structure for contract year 2016, including CARES changes.

BACKGROUND

Beginning in 2013, the Department of Children and Families (DCF) has been providing payments to W-2 Contractors for specific types of performance outcomes and incentives in the W-2 program. The three types of payments are monthly capitated payments, payments based on performance, and incentive payments.

SUMMARY OF THE CHANGES TO THE PAYMENT STRUCTURE FOR 2016**A. Changes to Current Payments****1. Monthly Capitated Payment**

In 2015, the W-2 Contractors bid on capitation price and quantity. The W-2 Contractors will now receive a monthly capitation amount equal to \$160 per case included in the case count total in Milwaukee and \$200 per case included in the case count total in the Balance of State, up to the total maximum capitated budget.

2. Job Attainment Performance Outcome Payment (POP)

In prior contract years, the W-2 Contractor could not submit a Job Attainment POP if the open W-2 placement as of one day prior to the Primary Employment Begin Date (PEBD) was CMF. Now, the W-2 Contractor can submit a claim for any open W-2 placement one day prior to the PEBD, including CMF.

3. Partial Job Attainment POP

Similarly, to the Job Attainment POP, the W-2 Contractor can now submit a Partial Job Attainment claim for any open W-2 placement one day prior to the PEBD, including CMF.

In addition to the existing requirements for a Partial Job Attainment, now the FEP must place the participant in a 1/2 (CS2) or 1/3 (CS1) prorated Community Service Job within 31 days after the Primary Employment Begin Date (PEBD) or Date of Change (DOC) in order for the W-2 Contractor to receive a Partial Job Attainment payment.

4. Long Term Participant Job Attainment POP

DCF has updated the Long Term Participant Job Attainment requirements to allow for an individual to use at least 6 months of the 60 month state W-2 eligibility time limit (clock) in calendar year 2013 (unchanged), at least 6 months of the 60 month state W-2 eligibility time limit (clock) in calendar year 2014 (unchanged), or at least 6 months of the 60 month state W-2 eligibility time limit (clock) in calendar year 2015 (update).

5. Timely Processing of Emergency Assistance (EA) Applications POP

In past contract years, the W-2 Contractor could receive more than one performance outcome payment for each EA application that it processed. Now, the W-2 Contractor will only receive one performance outcome payment per applicant per agency for each EA application that it correctly processes.

6. Work Participation Rate (WPR) Improvement Quarterly Incentive Payment

DCF has eliminated this incentive payment. However, the 50% All Families Rate incentive payment will continue.

B. New Program Outcome Payments**1. All Families Work Participation Rate Numerator POP**

DCF will pay a monthly performance outcome payment based for each participant in the All Families Work Participation Rate numerator.

2. Noncustodial Parents Served POP

DCF will pay a monthly performance outcome payment for each participant in the Case Management for Noncustodial Parents (CMN), Noncustodial Trial Employment Match Program (TEMP) Placement (TNP), and Stipends for Noncustodial Parents (TSP) placements.

Note: The TNP and TSP placements will be implemented March 1, 2016, with the TEMP program.

C. CARES Changes

1. CARES Screen WPOV Changes

WPOV used to have two user views: one for W-2 Contractors and one for DCF Reviewers. All fields on WPOV are now viewable to the W-2 Contractor. Both DCF Reviewers and W-2 Contractors will now enter their status codes in the CLAIM STATUS field. Changes to the WPOV claim status codes include eliminating WPOV denial codes D1 through D4, changing the descriptions of existing codes CV, RP, and CD, and adding 11 new codes. (For details on the changes to the claim status codes, see [Operations Memo 15-11](#))

2. CARES Screen WPOP Changes

The language in the 60 MO CLOCK USED THROUGH field has been shortened to 60 MO CLOCK THRU to accommodate the addition of the 2015 field.

3. CARES Screen WPOL Changes

The CLAIM STATUS field now displays any claim status code entered on WPOV. Previously, this field would only display an agency-entered status code.

4. New CARES Screen Edits

DCF has added numerous CARES screen edits to support the additional claim requirements for 2016. For example, for the Partial Job Attainment, if a participant was not in a CS1 or CS2 within 31 days of the PEBD or DOC, the FEP or FEP supervisor will receive an edit when attempting to initiate the claim.

AGENCY ACTION

W-2 agencies are to use the attached document to familiarize staff with the changes to the payment structure and the related CARES changes.

ATTACHMENTS

W-2 Contractor Payment Structure for Contract Year 2016

CONTACTS

For W-2 Policy Questions in the Balance of State: Bureau of Regional Operations, W-2 Regional Coordinators

For W-2 Policy Questions in Milwaukee: Milwaukee Operations Section Regional Administrators

For W-2 CARES Processing Questions: W-2 Help Desk

For Performance Outcome Payment Questions: Jason Bergh

DCF/DFES/BWF/JB